

CONSTITUTION OF INTERFAITH DIALOGUE STUDENT ASSOCIATION (IDSA)

UNIVERSITY OF CALIFORNIA, RIVERSIDE

JANUARY 5, 2006

PREAMBLE

We, the members of Interfaith Dialogue Student Association at UCR, established to help bring together the communities in order to promote compassion, cooperation, partnership and community service through interfaith dialog and conversation. The Interfaith Dialogue Student Association is dedicated to encouraging the study of the communities' spiritual traditions from the vantage point of respect, accuracy, appreciation, and do ordain and establish this constitution and subscribe to the regulations and policies of the University.

ARTICLE I

NAME OF ORGANIZATION

The name of this organization shall be Interfaith Dialogue Student Association, hereinafter referred to as IDSA.

ARTICLE II

PURPOSE OF ORGANIZATION

The Purpose of this organization shall be:

1. To improve interactions in the university community by bridging the “dialogue gap” between Muslims and members of other faiths.
2. To provide an atmosphere of exchanging ideas between Islam and other beliefs.

ARTICLE III

MEMBERSHIP PRACTICE

A. Eligibility for membership

Regardless of race, national origin, sexual orientation, color, disability, age, marital status, religion or sex, membership is open to anyone who is interested in Islam and dialog among other religions and cultures.

B. Criteria or qualification for membership

There are no specific qualifications or criteria that need to be met for membership.

C. Categories of membership

- A board member is a UCR student who is nominated and then approved by the Executive Committee.
- Non-board member is any person who filled out the membership form or whose e-mail address is in IDSA's e-mail list.

D. Withdrawal or removal of members

a. Members wishing to withdraw from IDSA will need to contact the secretary of the organization and state his or her intentions of withdrawal in writing. The secretary shall inform the President and Vice President of the member's withdrawal.

b. Every member shares the right to request the removal of a member. The removal request shall be made in writing and submitted to President or Vice President. A member may be removed for the following circumstances:

If a member breaks the organizational rules, i.e., engaging in activities, which are in conflict with the purpose of the organization, then the Board Members can terminate the membership by a simple majority vote.

ARTICLE IV OFFICERS

A. Executive Committee

The officers shall be:

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|-------------------|--------------|
| 1. President | 3. Secretary |
| 2. Vice President | 4. Treasurer |

B. The duties of the Executive Committee shall be

President

1. Provide direction and motivation to the IDSA in the furtherance of its goals.
2. To call meetings of the Executive Committee and the IDSA Body.
3. To preside over the Executive Committee.
4. To follow activities and inform members.
5. To represent the Club in all the university and social functions.
7. To approve all expenses.
8. To appoint the Vice President as Deputy President in his/her absence.
10. To appoint one of the Members as Vice President, Treasurer or Secretary, in their absence, resignation, death or inability to perform their duties.

Vice President

1. To act in place of President in his/her absence, resignation, death or inability to perform his/her duties, after appointed by the President or the Executive Committee.
2. To assist the President in providing direction for the Association and the functional committees.

Secretary

It shall be the responsibility of the secretary to take meeting minutes and keep related records of all meetings (including special and emergency meetings). Minutes will be read or distributed at the beginning of the meeting that follows the meeting from which the minutes were taken. Additions and corrections are to be made at this time and a final approval of the minutes must be made.

Treasurer

1. To keep books on finances.
2. To inform the IDSA Body on the budget.
3. To assist in the organization of fund-raising events and committees.

C. Qualifications for becoming an officer

Only the Board members of this organization are eligible to run and hold an office.

D. Terms of office

The term of office shall be from September to July of each year.

E. Procedure for filling vacated offices

Vacancies occurring in any elective office shall be filled in the following manner.

- In the case of Presidents resignation, death or inability to perform duties of the office, the Vice President shall be appointed for office of the President by the rest of the Executive Committee and there shall be an election for the office of Vice President, as described in Article V, Section A.
- In the case of Secretaries, Treasurers or a Vice Presidents resignation, death or inability to perform his/her duties, one of the Board members will be appointed for the vacant office by the President, and there shall be an election for the vacant position in Board as described Article V, Section B.

F. Procedure for removal of officers

If an Executive Committee member misses three Executive Committee meetings in a row without an acceptable excuse, he or she will be considered as resigned. An excuse should be given before the meeting in writing, and it should be approved by the President or the Executive Committee.

The process of removal of an officer can be initiated by a member of Executive Committee. Following the removal, the procedure for filling vacated offices as described in Article IV, Section E shall be followed.

ARTICLE V
ELECTIONS

A. Officer Election

The nomination and election of officers shall be conducted in the following manner:

Nomination procedures: Any Board member may be nominated. All nominations must be seconded.

Election procedures: Any member can vote. There must be at least 50 (fifty) per cent quorum. The winner must have a simple majority of the votes to be elected to the Executive Committee. The election will be completed by a secret ballot and open tabulation.

B. Board Member Election

The nomination and election of a Board member shall be conducted in the following manner:

Nomination procedures: Any non-Board member may be nominated. Every member can vote. There must be at least 50 (fifty) per cent quorum. The winner must have a simple majority of the votes to be elected to the Board. The election will be completed by a secret ballot and open tabulation.

ARTICLE VI
COMMITTEES

Functional committees shall be appointed by the Executive Committee, upon desired activities by the IDSA Board Members. Membership in these committees will be on a voluntary basis. Each committee will have a coordinator approved by the Executive Committee and he/she will call meetings of their own committee as necessary, and report periodically to the Executive Committee.

ARTICLES VI
MEETINGS

It shall be the responsibility of the Secretary to take meeting minutes and keep related records of all meetings (including special and emergency meetings). Minutes will be read or distributed at the beginning of the meeting that follows the meeting from which the minutes were taken. Additions and corrections are to be made at this time and a final approval of the minutes must be made.

In the absence of the Secretary, the Treasurer, Vice President and President are responsible for taking notes and meeting minutes. These records are to be kept by ALL of the Executive Committee to solicit corrections to the minutes and to prevent loss of information.

A. Types of Meetings

The different types of meetings are as follows:

- a. **General Meetings:** A meeting comprised of members and officers of IDSA. Discussions, announcements, and/or special guest speakers shall be the main function of this type of meeting.
- b. **Executive Committee Meetings:** A meeting comprised of members of the Executive Board for the purpose of making decisions necessary for running IDSA efficiently
- c. **Special Meetings:** A meeting comprised of members and officers of IDSA. This type of a meeting shall be convened when deemed necessary by the Executive Committee.

B. Time and Occurrence of Meetings

The frequencies of the types of meetings are aforementioned is as followed:

- a. **General Meetings:** There will be a meeting once a month. The dates shall be determined by the Executive Board.
- b. **Executive meeting:** The Executive Board shall meet at least one time during each quarter and when it is deemed necessary.
- c. **Special Meetings:** Special meetings shall be held has deemed necessary by the Executive Board.

ARTICLE VIII FINANCIAL RECORDS

There is no membership fee or dues. All money belonging to the IDSA shall be deposited and disbursed through a bank account established by the organization. The name on the account will be the name of the organization, and the ID number will be the tax ID number of the organization in the bank records. The organization checks will be signed by the President or Treasurer.

ARTICLE IX ADVISORS

A. Selection of Advisors

Advisors can be nominated by any Executive Committee and the selection the advisor shall be made by the Executive Committee with a two-thirds consensus vote.

B. Qualifications

The advisor shall be a person knowledgeable in the field of Religious Studies.

C. Terms of Office

There is no limit on the number of terms that an advisor can serve.

ARTICLE X
AMENDMENTS

All members can propose amendments.

Amendments to the constitution shall be approved by a 2/3 vote of the total membership eligible to vote. A signed copy of the amendment(s) shall be filed at the Student Life office within one week after adoption. All amendments shall be in agreement with University regulations and policies and are not approved until reviewed and signed by a Student Life official. A signed copy of the amendments shall be filed at the Student Life office within one week of adoption

Signed _____ Dated Filed at Student Life _____

Title _____ Student Life Approval _____

Date voted on by org _____